

## Memo

date: October 9, 2006

to: Distribution

from: R. Gill

subject: Minutes of Physics Department Management Review

Approved by:

Physics Department Chair

Associate Lab Director for NPP

Date

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On October 9, 2006 a meeting was held at 10:00 a.m. in the Small Seminar Room. This presentation is part of the periodic senior management review of ESSH performance related to the EMS and OHSAS management systems in the Physics Department. The purpose is to assess management system effectiveness and identify opportunities for improvement. The PowerPoint presentation is posted on the Physics Department EMS and OHSAS websites.

- EMS and OHSAS Scope (slide) – P. Bond stated that the Physics Department in addition to Buildings 510 and 820 also maintains office space in Building 515. It is also noted that the Physics Department also has office and lab space in Building 901A.
- Operating Mechanisms (slide) – G. Goode asked how the JRAs were linked to the ESRs. R. Gill displayed a screen within an ESR with the JRAs incorporated into the ESR. J. Vignola stated that the incorporation of the JRAs was excellent. J. Tarpinian stated the innovation of truly integrating the JRAs within the ESR was a valuable tool.
- JRA Risk Summary (slide) – P. Bond was not quite clear why the number was so high for office work.
- Assessments during FY 2006 (slide) - J. Tarpinian commented on the slide stating that it was a good summary format that also includes items of lessons learned.
- Financial Investments & Stakeholder Concerns (slide) – J. Tarpinian impressed and commented that the inclusion of the cost of a replacement worker following a DART injury was useful. P. Williams inquired if the actual dollar cost for the temporary worker was available.
- Physics Performance FY 2006 (slide):
  - G. Goode stated that the Light Source is looking for lead. The Physics Department should contact the LS before disposing of their unwanted lead. R. Gill responded that PO is aware of this and that the lead is not disposed of but is recycled.
  - J. Tarpinian suggested that the ISM Team view this presentation because it demonstrates Lessons Learned; displays a powerful message.



- Meetings with the Laser users, Laser Officer, R. Gill and M. Zarcone proved to be useful. Valuable for capturing a better understanding, worker safety.
- P. Bond suggested having a meeting with office workers. R. Gill agreed and stated that it is an OHSAS target for next year.
- R. Gill and M. Zarcone also plan to hold a meeting with compressed gas workers.
- Injury Statistics (slide) – G. Goode asked what exactly the six injuries were. Only one injury was a lab-work injury, a minor laceration. Another was a motor vehicle accident. The others were related to office work.
  - H. Gordon spoke about the one DART case in Physics. The employee went to the Clinic. The Clinic told the employee to go home and keep her foot raised for 48 hours but then asked her to return to work the next day so that the clock would not be reset. This was unacceptable. Steve Shapiro did meet with Joe Falco of OMC to discuss this comment. The comment did not reflect OMC policy. It was also suggested that J. Falco be listed as an invitee to the next Management Review meeting.
  - It was suggested that management hold a meeting with the Physics Department to discuss the outcome of the comment by the Clinic, and the DART injury.
- Proposed FY 2007 Targets (slide): J. Vignola stated that the removal of 100 cubic yards of Excess Electronic Equipment was quite high. This amount is in response to compliance with NRTL.
- Management Feedback (slide):
  - Sally Dawson stated a good job done especially the meeting held with the laser employees.
  - Following the arc flash incident, workshops were held within PO. The JRA for electrical work was reviewed with all electrical workers. PPE are provided by the ESSH office for occasional use.
  - H. Gordon stated that the safety at CERN is currently a problem. BNL and other US Labs are trying to be pro-active for the safety of its US employees (especially university participants). There is no one person at CERN responsible for safety and therefore no follow up for training. There is presently a working group committee formed.
  - J. Tarpinian suggested incorporating cyber security into the Tier 1.
  - PO currently has a problem with OSHA requirements. PO has outstanding work orders, which are years old, regarding the circuit breaker boxes. P. Williams stated that this is a lab wide issue and that Lab funds are set aside to correct this problem.
  - G. Goode asked if large radioactive sources were stored in 6M containers. Response was no.
  - J. Vignola stated that an increasing number of hoods are being taken out of service when they do not pass the flow tests. There is also an absence of PPE available at locations where someone might need it and be reluctant to go back to their office to get it. Lab coats are not easily accessible.
  - A goal was suggested: Provide personal protective equipment for machine shops and electrical workers. The High Bay could have a cabinet with hard hats, etc. The Physics Department will hold a meeting with the ESS&H and Group Safety Coordinators to discuss the PPE issue.



Action items (tracked as an Outlook Task by R. Gill):

1. During annual review EMS and OHSAS documents, ensure that the use of 515 and 901A is included.
2. Include meetings with office workers and compressed gas users as a 2007 target.
3. Discuss the OMC comment on the DART case in safety section of next all-hands meeting.
4. Discuss feasibility and mechanisms for including cyber security in Tier 1 inspections with Physics ESSH Committee and Physics Department management.
5. Discuss feasibility of providing PPE in shops and High Bay with Group Safety Coordinators at next meeting.

Attendance:

P. Bond	T. Ludlam
S. Dawson	T. Muller
R. Ernst	R. Scheetz
R. Gill	J. Tarpinian
G. Goode	J. Vignola
H. Gordon	P. Williams
K. Klaus	M. Zarcone
R. Lee	